



SCREENING & SUBMITTAL CHECKLIST

*NEW (Small) Multi-Family**

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Applicant Services Center

700 Fifth Avenue, Suite 2000

P. O. Box 34019

Seattle, WA 98124-4019

Phone: (206) 684-8850

Hours: M/W/F, 7:30am-5:30pm; T/Th, 10:30am-5:30pm

*** Multi Family projects 3 stories or less of conventional wood frame construction, without structural irregularities.**

Project Number: _____ **MT Number** _____ **Date:** _____

Project/Site Address: _____

Applicant Name: _____

☐ **CAM 102 Getting your Use and Building Permit** ☐ **Other CAMs:** _____

☐ **CAM 106 General Standards** _____

LU Screener (please initial) _____ **OS Screener (please initial):** _____

THIS CHECKLIST HAS BEEN PROVIDED TO ASSIST THE APPLICANT IN PREPARING A COMPLETE APPLICATION. COMPLETE APPLICATIONS CAN BE PROCESSED AND REVIEWED MORE EFFICIENTLY. PLEASE READ AND SIGN THE STATEMENT BELOW.

I verify that I am submitting all of the required submittals indicated, as appropriate to this project, on this checklist and I acknowledge that failure to submit all of these requirements may result in my application not being accepted and/or may extend the length of time needed to review the project.

Applicant Signature: _____ **Date:** _____

~ PLEASE REFER TO THE STANDARDS FOR FURTHER CLARIFICATION ~

LAND USE CONSIDERATIONS:

Yes	No		Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Street/Alley Improvements	<input type="checkbox"/>	<input type="checkbox"/>	Plan on applying for Unit Lot Subdivision
<input type="checkbox"/>	<input type="checkbox"/>	Using sloping lot height bonus	<input type="checkbox"/>	<input type="checkbox"/>	Legal building site
<input type="checkbox"/>	<input type="checkbox"/>	Using front yard averaging	<input type="checkbox"/>	<input type="checkbox"/>	Project in Historical Review District or is a Historical Landmark
<input type="checkbox"/>	<input type="checkbox"/>	MUP/LBA/Short Plat Number (if any) _____	<input type="checkbox"/>	<input type="checkbox"/>	Administrative Design Review under Project No. _____
<input type="checkbox"/>	<input type="checkbox"/>	Project exempt from SEPA			
<input type="checkbox"/>	<input type="checkbox"/>	SEPA under Project No. _____			

CONSTRUCTION CONSIDERATIONS:

<input type="checkbox"/>	<input type="checkbox"/>	Height/Area/Type of Construction covered	<input type="checkbox"/>	<input type="checkbox"/>	Deep excavation at property line
<input type="checkbox"/>	<input type="checkbox"/>	Demolition is required	<input type="checkbox"/>	<input type="checkbox"/>	Tenant Relocation is required
<input type="checkbox"/>	<input type="checkbox"/>	Sprinkler or 2-hr separation required	<input type="checkbox"/>	<input type="checkbox"/>	Accessible units required
			<input type="checkbox"/>	<input type="checkbox"/>	Ventilation (garage, corridor)

OTHER CONSIDERATIONS:

<input type="checkbox"/>	<input type="checkbox"/>	Application meets CAM 106	<input type="checkbox"/>	<input type="checkbox"/>	In Shoreline – see Index 15
<input type="checkbox"/>	<input type="checkbox"/>	In ECA – see Index 13	<input type="checkbox"/>	<input type="checkbox"/>	Stormwater, Grading & Drainage – see Index 14

TYPE OF PLANS TO BE SUBMITTED – stamped by appropriate licensed professional(s)

Req	Prov		Req	Prov	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Coversheet for each set of plans	<input type="checkbox"/>	<input type="checkbox"/>	Shoring Plans and details
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Architectural and Structural notes	<input type="checkbox"/>	<input type="checkbox"/>	Engineered Civil drainage and
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Land Use notes			Stormwater Control Plan (for over
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Plot/Site Plan			5,000 sq. ft. of new or replaced
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Building ID Plan			Impervious surface
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Licensed Survey	<input type="checkbox"/>	<input type="checkbox"/>	Topographic survey with 2' contours
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Floor Plan(s)			If within 2' of height limit or using
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Elevations			Sloping lot height bonus
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Foundation Plan(s)	<input type="checkbox"/>	<input type="checkbox"/>	DPD Standard Construction
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Framing Plan(s)			Stormwater Control Plan (for less
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Building cross sections			than 5,000 sq. ft. of new or replaced
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Construction details			impervious surface.

ADDITIONAL SUBMITTALS:

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pre-Application Site Visit Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Gravity Loads Calculations
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lateral Calculations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Target UA or Systems Analysis if not using prescriptive Energy Compliance Path
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Request for Water Availability Certificate		<input type="checkbox"/>	No Protest Agreement (Covenant Consenting to Formation of a Local Improvement District)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Financial Responsibility Form	<input type="checkbox"/>	<input type="checkbox"/>	Special Inspection Form
<input type="checkbox"/>	<input type="checkbox"/>	Copy of recorded Short Plat/LBA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Equipment Sizing Form for each unit
<input type="checkbox"/>	<input type="checkbox"/>	Legal Building Site letter			
<input type="checkbox"/>	<input type="checkbox"/>	Construction Agreement or Temporary Shoring			
<input type="checkbox"/>	<input type="checkbox"/>	Soils Report			

NUMBER OF PLANS REQUIRED:

<input checked="" type="checkbox"/>	<input type="checkbox"/>	4 sets	<input type="checkbox"/>	<input type="checkbox"/>	Extra Plot/Site Plan for Seattle Transportation if street improvements
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COMMENTS:

[illegible]